

Thrive Steering Committee

Meeting Minutes

November 21, 2019

Attendance:

Steve Krest, Pat Rustad, Gloria Kaasch-Buerger, Mark Swanson, Ilona Hruska, Mike Rustad, Jenny Hill

Meeting was held at Pat's house 5:00 PM

Ilona reported that she will need to write an announcement for KSUT that will be played monthly.

Jenny Hill was introduced and welcomed as our newest Steering Committee member.

Mark reported that he met with Mariam at SWCOG and she said that SJRC&D and SWCOG are merging boards and that SJRC&D will *Remain* our fiscal agent. So nothing is going to change! The downside is that we continue to pay a 7% fee for the service which is deducted from every deposit into our account. The other downside is that the bookkeeping services are minimal as the bookkeeper is still in training; Mark will have to help her out and heavily monitor her work.

Mark gave the Treasurers report outlining the revenues received from our fundraiser (approximately \$6k) and from TERP application fees, and donations. The amounts had to be derived from a spread sheet that Carrie (SJRC&D) gave Mark, so this made it difficult to assess which exact revenue came from which category. Mark also identified errors in Gloria's pay withholdings. It seems that payroll withholdings are being charged both to Gloria and to Thrive! Mark estimated that we have enough funds to keep Gloria game fully employed until June. We need another fundraiser.

Steve will continue to serve as Secretary to the Committee. Mark will take on the role he has been providing as Treasurer. Ilona accepted the mantel of President. The roles and responsibilities of each office are outlined in our bylaws, as are the duties of each Steering Committee member.

Discussions around the establishment of Thrive! its' founders and the high quality of the organization; as witnessed by the detailed documentation on our web drive.

Discussion of Thrive debit card: Gloria went to Bank of Colorado and Alpine Bank to find any records of a debit card, and found none. The search is on for any history about this card. Mark will ask Carrie, Pat will ask Moe. The idea behind the card is to have a spending account for Gloria to use. Mark will follow up with SJRC&D and Bank of Colorado to set up an account.

The Manna Kitchen payment has been made.

Paypal accounting is accounted for separately with donations being charged 3%. Plus the 7% being charged by SJRC&D. We lose 9% of every donation using this method. Mark reported so far this year we have payed SJRC&D \$1436.40.

Fundraising Thank Yous': Steve will follow up with Kathy Hall to ensure the sponsors have been adequately appreciated. With your help Steve will create a listing of names to be thanked and the status of each one. Mark pointed out that SJRC&D will need to send out tax letters for each donation that was received.

Discussions about the pro's and con's of Coalition meetings. It was agreed that to best serve the organization and our constituents we would have three meetings annually to coincide with the TERP awards; those would be the 3rd Monday of January, April and September.

Gloria gave us a budget for TERP. It included printing and promotions. Discussions included having the window decal have an expiration date. Pat does not like the idea of an expiration date. She recommended we all go around to the expired businesses and physically remove the sticker. The idea was tabled for our next meeting. Gloria spoke about ads promoting TERP in the newspapers. Buying ads in advance gives a large discount. Telegraph, DGO, Herald. Ilona suggested we mention LPEA and Roundup in our ads. All current employers would be listed. Promotion would include Facebook. Printing needs should be addressed immediately. Mark will follow up with Carrie (SJRC&D) for printing payment.

Gloria asked about weekly check-ins. She will report to Ilona from now on.

Gloria will put together a yearend report documenting her work. Including businesses status for current and lapsed. Also businesses that need to be asked to TERP. Gloria wants to categorize her time spent. She will put together a draft of categories for our review. Reporting should include accounting of TERP fees payed and fees due.

Gloria and the Committee confirmed that the 25 hours every two weeks was working and appropriate for the TERP program. Mark asked about the documentation around how much TERP has contributed to our economy on an annual basis. Gloria said she has a handle on this value.

Newsletter needs to be published. Items to cover include, update on Steering Committee membership maybe with short bio's. LPEA grant, Fundraiser, And ask for SC members, Honor Peter for his past work, etc. Each member should submit your bio to Gloria for inclusion.

Gloria updated us on complaints about TERP employer compliance.

Mark and Ilona are still working on an Academy Awards fundraiser.

NEXT MEETING December 16th 5:00 PM at Pat's house

ITEMS for next meeting include:

501c3, Grant Applications, Fundraising, Window Decals

